

HAMILTON COUNTY AIRPORT AUTHORITY
SEPTEMBER 4, 2008

The Hamilton County Airport Authority met on Thursday, September 4, 2008 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. President Silvey called the meeting to order at 6:30 p.m. Secretary Rauch called Roll and declared a quorum present of Scott Alexander, Allyn Beaver, Tom Kapostasy, Ted Moran, Tim Tolson, and Don Silvey.

Approval of Minutes

Kapostasy motioned to approve the minutes of August 7, 2008. Tolson seconded. Motion carried unanimously (5-0).

President's Report

Silvey stated he has received numerous comments on the Master Plan and they will be incorporated into the Master Plan document. Silvey asked the Engineer and Attorney to work together to answer any letters if required.

The remainder of the \$150,000 FAA (Federal Aviation Administration) grant documents have been signed and returned to the FAA.

Community and Public Relations

Airport Brochure

Warren White stated the final draft of the airport brochure has been distributed to Tolson and Kapostasy for final review Tolson motioned to proceed with printing 2,000 brochures. Moran seconded. Motion carried unanimously (5-0).

Market Research

White stated phone calls are complete and E-mails are still being received on Phase 2 of the Market Research project; have received 137 surveys, needed 100 surveys to be statistically significant. White expects to have the final report at the October meeting.

Site Development and Operations

Moran stated he and Don Silvey attended an economic development meeting in Westfield. They provided a map showing the northeast corner of the intersection of 1200 East and SR 32 was being reserved for commercial development as the Airport Authority had requested.

Indianapolis Executive Airport

Andrea Montgomery reported the following for Indianapolis Executive Airport.

- They will be participating in the IDSF Buddy Walk on October 11 to promote Down Syndrome awareness and next year's fundraiser at the airport.
- Dan and Andrea will be attending three conferences to promote the airport – Aviation Association, NBAA (National Business Aircraft Association) Conference in Orlando, and FBO (Field Base Operator) Leadership Conference.

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- Westfield is publishing a community book and advertising is available. One-eighth of a page is \$900.00, one-quarter page is \$2,300. Montgomery has already expended her advertising money for 2008. No money was appropriated this year for this expense.
- Carl Winkler asked if the Airport Authority would be able to donate \$500 to the AAI (Aviation Association of Indiana) Conference this year? The Board declined.
- Dan Montgomery stated Montgomery Aviation is featured in the Auto Pilot magazine.
- Dan requested Silvey's signature on the Memorandum of Agreement between the Federal Aviation Administration for the Localizer/Glide Slope/Non-Directional Beacon (LOC/GS/NDB) and the Automated Weather Observing System (AWOS)
- Dan stated Michiana worked on repairing the PAPI's (Precision Approach Path Indicator). Michiana found the underground wiring is bleeding to the landing light wiring. The underground wiring is bad and the regulator will have to be replaced. Michiana will be providing a quote for the regulator. Dan would like the repairs to be completed this Fall.
- The Glideslope is offline, the Localizer is online. ASMI is waiting for the new procedures to come out (expected September 25). The Glideslope went offline by itself and ASMI will be looking at it next week.
- Only five jets have been unable to land due to the Glideslope being offline.
- 100,000 gallons less fuel has been pumped this year compared to last year.

Chris Snyder asked Montgomery about the validity of the NBD? The FAA is moving away from installing them. There is not an approach on the new chart. Montgomery stated there is not an NBD approach but it is with the outer marker.

Woolpert Engineering

AIP-13

Chris Snyder requested close out of AIP-13, Parallel Taxiway Construction project. All contracts finished \$61,768.50 over the project total. The FAA and State will cover 97.5 percent of the costs. Snyder requested approval of Michiana Change Order for close out of all items in the amount of (\$26,139.60). Kapostasy motioned to approve. Tolson seconded. Motion carried unanimously (5-0).

Snyder requested approval of the final pay request for AIP-13 in the amount of \$121,984.57. Tolson motioned to approve. Kapostasy seconded. Motion carried unanimously (5-0). Snyder stated there is some minor punch list work to be completed and should be done within the next month.

Airport Master Plan

All public comments for the Master Plan have been received and put into one format in the Alternatives section. The wetland study is complete and very close

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to completing the noise study. Snyder requested submittal to the FAA of the preferred alternatives with the studies and public comments for consideration and comment back to the sponsor. Kapostasy motioned to approve. A. Beaver seconded. Motion carried unanimously (5-0). **Snyder stated this is not a request for approval of the airport layout plan, this is a request for comments to what has been proposed based on the study information provided.**

Woolpert will begin work on the basic requirements for the (ALP) Airport Layout Plan.

Snyder requested approval of a Pay Request in the amount of \$25,923.33 for Woolpert and Aerofinity's work on the master plan. A. Beaver motioned to approve. Kapostasy seconded. Motion carried unanimously (5-0).

Snyder requested approval of a FAA Pay Request (Round 2) in the amount of \$38,760.00. This will complete the total of the \$150,000 non-primary entitlement money available this year to the airport sponsor. Tolson motioned to approve. Kapostasy seconded. Motion carried unanimously (5-0).

Kapostasy asked Snyder if he will provide the pros and cons for the three alternatives of the runway strength plan? Snyder stated yes and they still will need FAA consideration on some of the facts.

Local Projects

Trailer City Development

The FAA will be providing approval and land release document on the Trailer City Development next week.

Electrical Inspection

Woolpert will be inspecting the electrical system this month. They have asked Michiana to assist them as they have done most of the electrical work at the airfield. They will look at the cables to find out where it is shorting out. Silvey asked Kim Rauch if the FAA reimbursement monies will be put into the General Fund? Rauch the FAA monies will reimburse the fund(s) the bills were paid from. Silvey asked how much money will be needed to replace the wiring in the regulator? Snyder stated the regulator will be the least expensive to replace with an estimated cost of \$10,000 to \$20,000. Depending on where the shorting is happening depends on how far we have to go. To replace the entire cabling system at the airport would be \$200,000 to \$300,000. Snyder will try to present a draft report in October. Snyder agreed the work should be done as soon as possible before the winter. Snyder stated the least repair needed would be a new regulator. Kapostasy motioned to authorize the expenditure of up to \$20,000 for a regulator from capital funds, as found and up to \$10,000 for immediate repairs for safety and operational needs that can not wait beyond the 30 days. Moran seconded. Motion carried unanimously (5-0).

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Airfield Lighting and Crack Sealing Work

Snyder stated quotes have been received for the airfield lighting and crack seal repair work. One electrical contractor submitted their quote after the deadline. Howard stated the late quote can be accepted by the Board as it does not affect the competitive nature of the quotes. Howard opened the quotes:

Crack Seal Repair – Reese Seal Coating – 10,000 feet of ½ to 1 inch wide cracks at 0.79/foot. Filling up to 20,000 feet of cracks less than ½ inch at 0.68/foot for a total quote of \$21,500 (estimated on the above quantities). Runway Crack Sealing on traverse = 800 feet at \$1.25/foot, 2,100 feet of ½ to 1 inch at 0.79/foot and cracks less than ½ inch at 6,500 feet at 0.68/foot for a total quote of \$7,079.

Electrical Repairs – the Hoosier Company was submitted on time, the Quadja, Inc. quote was submitted late. Kapostasy motioned to allow the Quadja quote to be opened and considered. A. Beaver seconded. Motion carried unanimously (5-0). Hoosier Company - \$15,500 (base bid). Alternate #1 - \$3,500. Quadja - \$13,575 (base bid); Alternate #1 - \$4,600.

Snyder recommended the quote for the crack seal repair by Reese Seal Coating be accepted and work begin. Tolson asked if Reese meets our engineering standards, the last project they did not meet our engineering standards. Those widths do not sound wide enough. Snyder stated they requested quotes for less than ½ inch, ½ inch to 1 inch and greater than 1 inch. They only looked at less than 1 inch on the runway for the longitudinal the whole length of the runway where the old paving lanes were, which are all less than 1 inch. This is what the specification was based on. Those will be crack sealed first and then they will take care of everything else. Snyder stated he can review the quote and request a formal submittal on their improvement method and materials. If he finds that it meets the specifications he can approve the quote. Tolson motioned to accept the bid subject to Snyder's approval of their means, methods and materials. A. Beaver seconded. Motion carried unanimously (5-0).

Snyder recommended taking the electrical repair quotes under consideration and review.

General Services Pay Request

Snyder requested approval of a pay request for Woolpert's General Services 2008 contract in the amount of \$6,698.75. This is for initial work done on the crack sealing. Kapostasy motioned to approve Woolpert's pay request in the amount of \$6,698.75. A. Beaver seconded. Motion carried unanimously (5-0).

New Business

Kapostasy asked the Board to consider two items, both that relate to our relationship with our neighbors in Boone County. The first would be our public relations plan for the Airport Master Plan and helping the nearby community helping understand what we are doing and intend to do. Kapostasy asked the Board to consider holding meetings at the airport and possible advertising in the local newspapers.

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The second item, regarding the Master Plan comments, seems to be the underlying negative reaction comes from the commitment made by the Airport Commissioners with Boone County to zone the airport when it became null and void and changed the zoning restrictions at the airport. Many of the residents of Boone County don't see that Hamilton County has kept up their end of the bargain. Kapostasy asked the Board to consider a successor to that deal that would be mutually in the interest of the airport for its needs for the airport overlay zones, other buffers around the airport for noise sensitive zones as well as some legitimate concerns of the neighbors such as not landing 747's or having commercial aircraft or other concerns expressed by our neighbors, often without basis. Kapostasy stated there are some things we could agree to never do if we could get Boone County to support the airport. It is potentially in our interest to support something like this in the future.

Ted Moran stated relative to making restrictions or arbitrary concessions on what we will and won't do at the airport, it has always been his experience that it would be a bad practice to restrict or hamstring any Board (current or future) as far as what we will or won't do in regard to improvements or land acquisition at the airport. We should not saddle ourselves with that kind of commitment. Silvey stated we need to complete the technical side before we can look any further in the future.

Legal Counsel

Farm Land Lease

Howard stated we have until December 31, 2008 to terminate the lease for the farm land. Silvey has signed the termination and bids will be accepted at the next meeting for the farm land lease.

Council Liaison

Sheridan Airport Road Signs

Brad Beaver stated the airport locator signs for the Sheridan Airport were pulled out by INDOT (Indiana Department of Transportation). The airport board paid for those signs. Beaver wants to find out why they were pulled out and where the signs are. Silvey will contact INDOT.

Secretary's Report

Resignation

Kim Rauch announced she is resigning as Secretary to the Airport Authority and requested the Board find a replacement. Rauch stated currently the Auditor has recommended the Airport Authority hire a part time employee and will have to locate a space for this person and the airport records. Brad Beaver stated Kim has agreed to train her replacement. B. Beaver informed the Board they will have to find the monies for the employee and a space for this person and he will coordinate this with Kim and the Auditor.

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INDOT Grant Agreement for AIP-15

Kapostasy motioned to approve the INDOT Grant Agreement for AIP-15 in the amount of \$2,927.37. Tolson seconded. Motion carried unanimously (5-0).

AAI Conference

Silvey reminded the Board of the AAI Conference in October. Snyder stated he would like to meet with the Board members that will be attending the FAA meeting during the conference to discuss the CIP (Capital Improvement Program) presentation.

Tolson motioned to adjourn. A. Beaver seconded. Motion carried unanimously (5-0).

Present

Don Silvey, President
Tom Kapostasy, Vice President
Allyn Beaver, Board Member
Ted Moran, Board Member
Tim Tolson, Board Member
Scott Alexander, Boone County Representative
Mike Howard, Attorney
Kim Rauch, Secretary
Andrea Montgomery, Montgomery Aviation
Dan Montgomery, Montgomery Aviation
Carl Winkler, Montgomery Aviation
Chris Snyder, Woolpert Engineering
Evan Kellum
Ray VanSickle
Warren White, Willow Marketing
Floyd Mason
Bill Kochnlein
Alyssa Koehalein

Approved

Don Silvey, President

Date: _____

Attest

Kim Rauch, Secretary

Date: _____